



MEMORANDUM

City of Beaverton

Community and Economic Development Department

To: Interested Parties
From: City of Beaverton Planning Division
Date: February 27, 2013
Subject: *Notice of Decision for Raleigh Hills Professional Center
(DR2012-0114 / LD2012-0018)*

Please find attached the notice of decision for **Raleigh Hills Professional Center (DR2012-0114 / LD2012-0018)**. Pursuant to Section 50.40.11.E of the Beaverton Development Code, the decisions are final, unless appealed within twelve (12) calendar days following the date of the decision. The procedures for appeal of a Type 2 Decision are specified in Section 50.65 of the Beaverton Development Code. The appeal shall include the following in order for it to be accepted by the Director:

- The case file number designated by the City.
- The name and signature of each appellant.
- Reference to the written evidence provided to the decision making authority by the appellant that is contrary to the decision.
- If multiple people sign and file a single appeal, the appeal shall include verifiable evidence that each appellant provided written testimony to the decision making authority and that the decision being appealed was contrary to such testimony. The appeal shall designate one person as the contact representative for all pre-appeal hearing contact with the City. All contact with the City regarding the appeal, including notice, shall be through this contact representative.
- The specific approval criteria, condition, or both being appealed, the reasons why a finding, condition, or both is in error as a matter of fact, law or both, and the evidence relied on to allege the error.
- The appeal fee of \$250.00, as established by resolution of the City Council.

The appeal closing date for **Raleigh Hills Professional Center (DR2012-0114 / LD2012-0018)** is **5:00 p.m., Monday, March 11, 2013**.

The complete case files including findings, conclusions, and conditions of approval, if any, are available for review. The case files may be reviewed at the Beaverton Planning Division, Community Development Department, 2nd Floor, City Hall, 4755 SW Griffith Drive between 7:30 a.m. and 5:00 p.m., Monday through Friday, except holidays. For more information about the case file, please contact Cassera Phipps, Assistant Planner at (503) 526-2247.



STAFF REPORT

DATE: February 27, 2013

TO: Interested Parties

STAFF: Cassera Phipps, Assistant Planner *CPW*

PROPOSAL: **DR2012-0114 & LD2012-0018 (Raleigh Hills Professional Center)**

LOCATION: The site is located near the northwest corner of SW Beaverton Hillsdale Highway and SW Laurelwood Avenue;
Tax Lots 6700, 6800 & 8600 on Washington County Tax Assessor's Map 1S1-13BB

SUMMARY: The applicant seeks Design Review Two approval to construct three single-story office buildings, totaling 13,400 square-feet. The proposal includes associated landscaping and parking improvements. The applicant also requests approval of a Fee Ownership Subdivision to create six new lots of record and one tract. Two lots will be approximately 2,340 square-feet in size and four lots will be approximately 3,375 square-feet in size. Tract A is proposed at 41,360 square-feet and will encompass the landscaping and parking areas of the development.

APPLICANT'S REPRESENTATIVE: Cardno WRG
Attn: Thatch Moyle
5415 SW Westgate Drive, Suite 100
Portland, OR 97221

PROPERTY OWNER: Edge Development
Attn: Scott Elliott
5440 SW Westgate Drive, Suite 105
Portland, OR 97221

DECISION CRITERIA: Development Code Sections 40.03 *Facilities Review* 40.20.15.2.C *Design Review Two*, and 40.45.15.7.C *Preliminary Fee Ownership Subdivision*

RECOMMENDATIONS: **Approval of DR2012-0114 & LD2012-0018 (Raleigh Hills Professional Center)**, subject to conditions identified at the end of this report.

Key Application Dates

<u>Applications</u>	<u>Submittal Date</u>	<u>Deemed Complete</u>	<u>Final Written Decision Date</u>	<u>240-Day*</u>
DR2012-0114	November 20, 2012	January 23, 2013	February 27, 2013	September 20, 2013
LD2012-0018	November 20, 2012	January 23, 2013	February 27, 2013	September 20, 2013

* Pursuant to Section 50.25.9 of the Development Code this is the latest date, with a continuance, by which a final written decision on the proposal can be made.

Existing Conditions Table

Zoning	Community Service (CS)	
Current Development	The site is currently vacant. The proposal includes construction of three single-story office buildings, totaling 13,400 square feet. The applicant's proposal includes associated landscaping and parking improvements. The proposed preliminary fee ownership subdivision would create six new lots of record and one tract, Tract A, all common areas on site.	
Site Size	Approximately 1.37 acres	
NAC	West Slope	
Comprehensive Plan	<p>Land Use: Corridor</p> <p>Street Functional Classification Plan: According to the Transportation Systems Plan (TSP), SW Beaverton Hillsdale Highway is classified as a Principle Arterial and SW Laurelwood Avenue is classified as a Neighborhood Route.</p> <p>Street Improvement Master Plan: The TSP Street Improvement Master Plan identifies the need for bicycle lanes on Beaverton Hillsdale Highway from 91st Avenue to Multnomah County boundary.</p> <p>Pedestrian & Bicycle Master Plan and Action Plans: The Pedestrian Action Plan identifies existing sidewalk facilities on Laurelwood Avenue and existing sidewalk and bus stops on Beaverton Hillsdale Highway. The Bicycle Action Plan identifies Beaverton Hillsdale Highway as an Arterial without bicycle lanes.</p>	
Surrounding Uses	<p>Zoning</p> <p><u>North:</u> Washington County R5</p> <p><u>South:</u> CS</p> <p><u>East:</u> CS</p> <p><u>West:</u> R7, Washington County R5</p>	<p>Uses</p> <p><u>North:</u> Detached Single Family Residential</p> <p><u>South:</u> Financial Institution, Eating & Drinking Establishment</p> <p><u>East:</u> Detached Single Family Residential, Financial Institution</p> <p><u>West:</u> Detached Single Family Residential</p>

DESCRIPTION OF APPLICATION AND TABLE OF CONTENTS

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<u>Attachment A:</u> Facilities Review Committee Technical Review and Recommendation Report.	FR1 – FR10
<u>Attachment B:</u> DR2012-0114 Design Review Two Analysis and Findings	DR1 – DR8
<u>Attachment C:</u> LD2012-0018 Preliminary Fee Ownership Subdivision Analysis and Findings	LD1 – LD2
<u>Attachment D:</u> Conditions of Approval for DR2012-0114 & LD2012-0018	COA1 – COA9

EXHIBITS

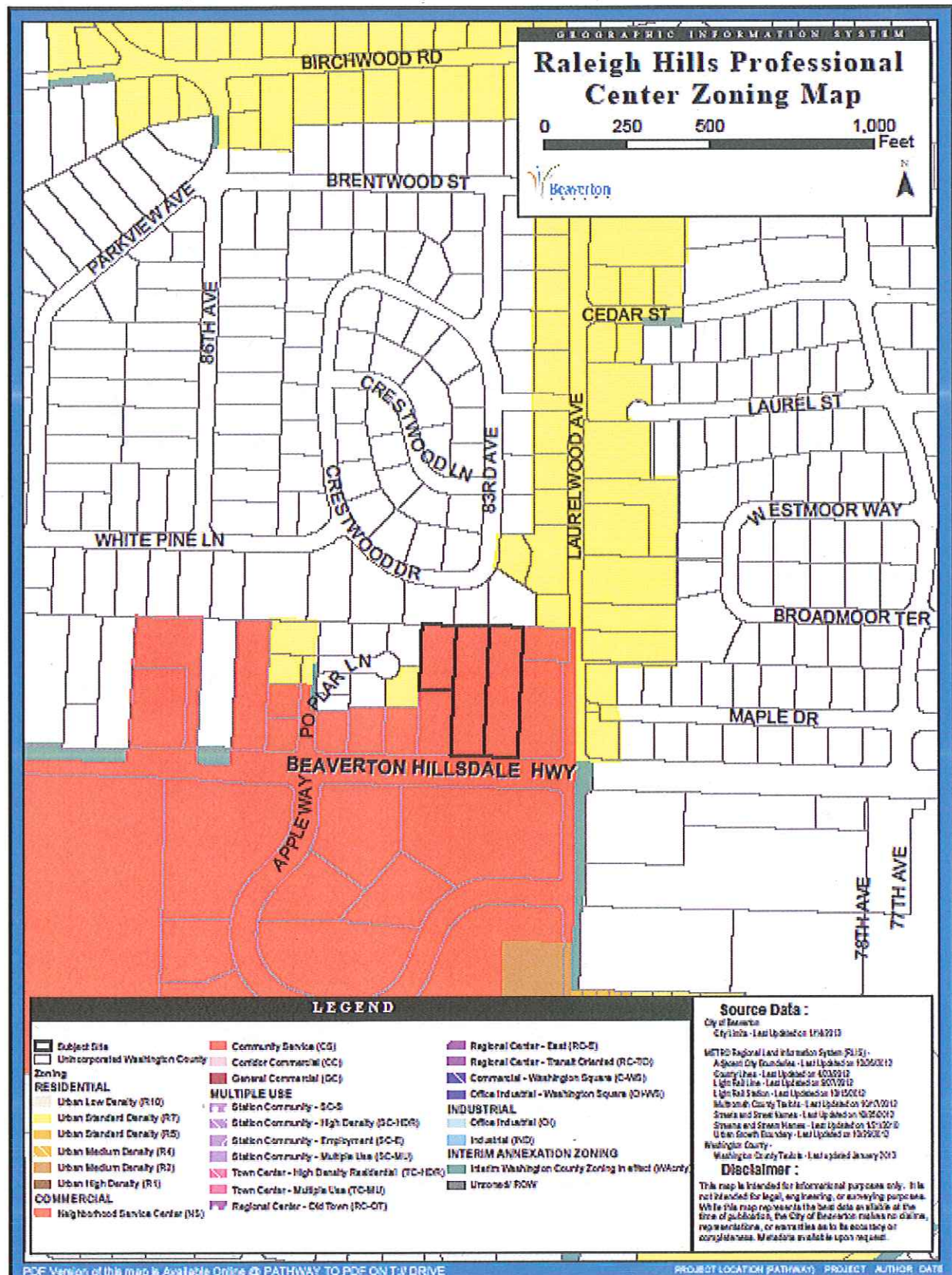
Exhibit 1 Materials Submitted by Staff

- Exhibit 1.1 Zoning Map (page SR-5)
- Exhibit 1.2 Aerial Map (page SR-6)

Exhibit 2. Public Comments

- Exhibit 2.1 Letter from Charles and Debra Conrad, Erika Bayless, and Marci Schumock, dated February 18, 2013

EXHIBIT 1.1





**FACILITIES REVIEW COMMITTEE
TECHNICAL REVIEW AND RECOMMENDATIONS
Raleigh Hills Professional Center
(DR2012-0114 & LD2012-0018)**

Major Issues

None

Section 40.03.1 Facilities Review Committee:

The Facilities Review Committee has conducted a technical review of the application, in accordance with the criteria contained in Section 40.03 of the Development Code. The Committee's findings and recommended conditions of approval are provided to the decision-making authority. As they will appear in the Staff Report, the Facilities Review Conditions may be re-numbered and placed in different order.

The decision-making authority will determine whether the application as presented meets the Facilities Review approval criteria for the subject application and may choose to adopt, not adopt, or modify the Committee's findings, below.

The Facilities Review Committee Criteria are reviewed for all criteria that are applicable to the submitted application as identified below:

- All twelve (12) criteria are applicable to the submitted Design Review Two application, DR2012-0114, and the Preliminary Fee Ownership Subdivision application, LD2012-0018.

A. All critical facilities and services related to the proposed development have, or can be improved to have, adequate capacity to serve the proposed development at the time of its completion.

Chapter 90 of the Development Code defines "critical facilities" to be services that include public water, public sanitary sewer, storm water drainage and retention, transportation, and fire protection.

The applicant states that adequate water, sanitary and storm services exist on the project site. Storm drainage and sanitary sewer services are provided by the City of Beaverton. Water service is provided by West Slope Water District. The applicant has submitted a Sensitive Area Pre-Screening Site Assessment Letter from Clean Water Services (CWS) showing that no Service Provider Letter is required. The City Engineer has reviewed the applicant's utility, storm water, and grading plans and has provided a list of conditions in response to these plans to ensure adequate critical facilities are provided to serve all six lots.

The site is located on the north side of SW Beaverton Hillsdale Highway, west of SW Laurelwood Avenue. Beaverton Hillsdale Highway is maintained by ODOT and is classified as an Arterial according to the Transportation Systems Plan (TSP). SW Laurelwood Avenue is maintained by the City of Beaverton and is classified as a Neighborhood Route in the TSP.

As indicated in the traffic impact analysis prepared by Transportation Engineering Northwest, the proposed site changes are not expected to create a significant adverse impact on nearby intersections. The site's two access points and the signalized intersection at SW Laurelwood and SW Beaverton Highway were evaluated for weekday PM peak hour conditions in 2014 both with and without the Raleigh Hills Professional Center project. The traffic generated by the project is not expected to create a significant adverse impact on the study intersections within the Area of Influence since all are anticipated to meet the City's level of service (LOS) standard during the PM peak hour. PM peak hour LOS analyses were conducted at three off-site study intersections. The results of the LOS analyses showed that the signalized study intersection and turn movements at the site access intersections are anticipated to operate at LOS D or better in 2014 with or without the proposed project. Based on the analysis and further review by the Transportation Engineer, no additional traffic mitigation is needed. The surrounding street system will adequately accommodate the vehicle trips from this development.

Fire protection is provided to the site by Tualatin Valley Fire and Rescue Department. Tualatin Valley Fire & Rescue has received a copy of the submittal and has provided comments and conditions of approval necessary to bring the proposal into full compliance with the district's requirements for fire apparatus access and firefighting water supply. These conditions are incorporated hereto.

Therefore, staff finds that the proposal meets the criterion for approval, subject to conditions of approval.

- B. Essential facilities and services related to the proposed development are available, or can be made available, with adequate capacity to serve the development prior to its occupancy. In lieu of providing essential facilities and services, a specific plan may be approved if it adequately demonstrates that essential facilities, services, or both will be provided to serve the proposed development within five (5) years of occupancy.***

Chapter 90 of the Development Code defines "essential facilities" to be services that include schools, transit improvements, police protection, and pedestrian and bicycle facilities in the public right-of-way. The applicant's plans and materials were forwarded to the City Police Department, City Transportation staff, and Tualatin Valley Fire and Rescue. The Police Department received a copy of the submittal and had no comments or recommendations to the Facilities Review Committee. As noted above, Tualatin Valley Fire and Rescue supports the proposal subject to conditions of approval. The City did not send notice to the Beaverton School District as residential units are not part of the development plan.

The area is served by Tri-Met public transportation. The nearest transit stop is located at the intersection of SW Laurelwood Avenue and SW Beaverton Hillsdale Highway.

Adjacent streets do not currently have striped bike lanes. However, bicycle traffic can be accommodated in the existing right of way of SW Beaverton Hillsdale Highway. SW Laurelwood does not require bicycle lanes due to the fact that it is a classified Neighborhood Route. No new bicycle connections or improvements are required. Transportation staff has reviewed this proposal and find that the proposal provides adequate bicycle facilities.

The applicant will provide a pedestrian connection to the existing walkway that extends from Beaverton Hillsdale Highway and runs along the lot immediately south of the subject site. No additional pedestrian connections are required. Transportation staff has reviewed this proposal and find that the proposal provides adequate pedestrian facilities.

The Committee has reviewed the proposal and has found that the essential facilities and services to serve the site are adequate to accommodate the proposal as conditioned.

Therefore, staff finds that the proposal meets the criterion for approval, subject to conditions of approval.

- C. The proposed development is consistent with all applicable provisions of Chapter 20 (Land Uses) unless the applicable provisions are modified by means of one or more applications which shall be already approved or which shall be considered concurrently with the subject application; provided, however, if the approval of the proposed development is contingent upon one or more additional applications, and the same is not approved, then the proposed development must comply with all applicable provisions of Chapter 20 (Land Uses).***

Staff cites the Code Conformance Analysis chart at the end of the Facilities Review Report, which evaluates the project as it relates to applicable code requirements of Chapter 20 for the Community Service (CS) zone, as applicable to the aforementioned criterion. As demonstrated on the chart, the proposal complies with all applicable provisions of Chapter 20.

Therefore, staff finds that the proposal meets the criterion for approval, subject to conditions of approval.

- D. The proposed development is consistent with all applicable provisions of Chapter 60 (Special Requirements) and all improvements, dedications, or both, as required by the applicable provisions of Chapter 60 (Special Requirements), are provided or can be provided in rough proportion to the identified impact(s) of the proposed development.***

The Committee cites the Code Conformance Analysis chart at the end of this report, which evaluates the proposal as it relates the applicable Code requirements of Chapter 60, as applicable to the above mentioned criteria. Staff will provide findings for the applicable Design Review Standards (Code Section 60.05) within the Design Review section of the staff report.

Section 60.15 Land Division Standards

The majority of grading proposed is located in the northeast portion of the property and is designed to accommodate the building pads and provide ADA compliant sidewalks and grades. The applicant states that proposed grading is in compliance with Section 60.15 and will limit grade differentials near property lines. The City Engineer has reviewed the proposed grading and has identified recommended standard conditions of approval necessary to ensure that the proposed site work will be in compliance with the adopted Codes and standards and to ensure that the proposal will not have an adverse impact to surrounding properties.

Section 60.30 Off-Street Parking

The proposal includes a total of 63 parking spaces, including 48 standard stalls, 12 compact stalls and three ADA spaces. In accordance with Development Code Section 60.30.10.12, less than 20 percent of the required parking spaces are compact.

The applicant will provide a total of six short-term bicycle parking spaces along the building entrances and six long-term bicycle parking spaces within the buildings.

Section 60.55 Transportation Facilities

Traffic

A traffic impact analysis (TIA) was submitted by Transportation Engineering Northwest, dated January 8, 2013. The primary findings show that the study area intersections will continue to operate acceptably in 2014 with the proposed development.

Street, Bicycle, and Pedestrian Connections and Improvements

The proposal does not include a new street, and the existing streets adjacent to the site are improved. The site will access SW Laurelwood Avenue and SW Beaverton Hillsdale Highway via existing access easements located on the adjacent properties to the east and south. No new street connections or additional improvements are required.

Adjacent streets adequately accommodate bicycle traffic. SW Laurelwood Avenue and SW Beaverton Hillsdale Highway do not currently have striped bike lanes. However, the existing right of way on Beaverton Hillsdale is wide enough to accommodate bicycle traffic. SW Laurelwood Avenue is classified as a Neighborhood Route, which does not require striped bicycle lanes. No new bicycle connections or improvements are required.

The proposal shows a pedestrian connection to the existing walkway that extends from SW Beaverton Hillsdale Highway and runs along the parcel immediately south of the subject site. The proposed pedestrian connections are adequate and no additional pedestrian improvements are required.

Street Width

The subject site does not have street frontage. SW Laurelwood Avenue and SW Beaverton Hillsdale Highway, classified as a Neighborhood Route and Arterial respectively, currently have adequate right of way width in the vicinity of the project area. SW Laurelwood Avenue has approximately 70 feet of existing right of way, and SW Beaverton Hillsdale Highway has approximately 90 feet of existing right of way.

Access

The site will access SW Laurelwood Avenue and SW Beaverton Hillsdale Highway via existing access easements located on adjacent properties to the east and south. The existing driveway locations meet the minimum spacing standards of the Engineering Design Manual for a Neighborhood Route and Arterial street.

Transit

The nearest TriMet bus stop is located at the intersection of SW Laurelwood Avenue and SW Beaverton Hillsdale Highway. The existing service in the vicinity of the proposed development is found to be adequate. Therefore, staff does not recommend additional transit facilities at this time.

Section 60.60 Trees and Vegetation

The subject site does not contain Significant Trees, but it does contain a number of existing trees, some larger than ten-inches (what the Development Code defines as a Community Tree). The applicant has proposed the removal of Community Trees in order to accommodate the proposed structure, utilities, and parking areas. In this case, a Tree Plan application is not required since the applicant will remove less than five Community Trees, as the threshold describes. Mitigation is not required for the proposed tree removal. Other existing trees on site are either invasive species or do not meet the definition of a Community Tree.

The applicant proposes site changes along the north, east, and west property lines, including grading, fencing and retaining walls. To minimize potential adverse impacts to existing trees on abutting properties, the Committee recommends standard conditions of approval that require tree protection fencing at the edge of the root zone.

Section 60.65 Utility Undergrounding

To meet the requirements of Section 60.65 (Utility Undergrounding), staff recommends a standard condition of approval requiring that all new utility lines are placed underground.

Therefore, staff finds that the proposal meets the criterion for approval, subject to conditions of approval.

- E. Adequate means are provided or can be provided to ensure continued periodic maintenance and necessary normal replacement of the following private common facilities and areas, as applicable: drainage facilities, roads and other improved rights-of-way, structures, recreation facilities, landscaping, fill and excavation areas, screening and fencing, ground cover, garbage and recycling storage areas, and other facilities not subject to maintenance by the City or other public agency.***

The proposal includes a number of features that will require continued maintenance, including paving and landscaping. The applicant states that the property owner(s) of the three buildings will be responsible for maintaining the proposed facilities and associated improvements. Staff concur that the property can be maintained by the property owner(s) in accordance with the requirements of the City of Beaverton. The Committee recommends a condition of approval that a document assigning specific maintenance responsibilities for all common areas (Tract A) be submitted for review with the final plat application and recorded as a document thereto.

Therefore, staff finds that the proposal meets the criterion for approval, subject to conditions of approval.

- F. There are safe and efficient vehicular and pedestrian circulation patterns within the boundaries of the development.***

The applicant does not propose to modify the existing access easements that provide vehicular access to the site from SW Beaverton Hillsdale Highway and SW Laurelwood Avenue. The plans show new drive aisles that connect the two access easements and provide access to off-street parking along the building frontage. The drive aisles allow for two-way traffic, consistent with standards described in Section 60.30.15 of the Development Code.

The applicant proposes two pedestrian crossings that will provide a connection from the existing walkway south of the site to the ten-foot walkway proposed along the primary building entrances. Pedestrian crossings will be scored concrete, rather than asphalt, to differentiate the crossings from vehicular circulation areas.

In review of the plan, staff finds that the site will have safe and efficient vehicular and pedestrian circulation patterns within the boundaries of the development.

Therefore, staff finds that the proposal meets the criterion for approval, subject to conditions of approval.

G. The development's on-site vehicular and pedestrian circulation systems connect to the surrounding circulation systems in a safe, efficient, and direct manner.

The site has two vehicular access points; one to the east via an existing access easement that extends from SW Laurelwood Avenue, and one to the south via an existing access easement that extends from SW Beaverton Hillsdale Highway. The existing driveway locations meet the minimum spacing standards for a Neighborhood Route and Arterial street. The applicant will provide a new pedestrian connection to the existing walkway that extends from SW Beaverton Hillsdale Highway and runs along the lot immediately south of the subject site.

In review of the plan, the Committee finds that the proposed vehicular and pedestrian circulation systems will connect to the surrounding systems in a safe and efficient manner.

Therefore, staff finds that the proposal meets the criterion for approval.

H. Structures and public facilities serving the development site are designed in accordance with adopted City codes and standards and provide adequate fire protection, including, but not limited to, fire flow.

Fire protection will be provided to the site by Tualatin Valley Fire and Rescue Department. Tualatin Valley Fire & Rescue reviewed the proposal and has provided conditions of approval. The proposal will need to show compliance to the City's Building Code Standards prior to issuance of site development and building permits, which includes compliance with TVF&R standards.

Therefore, staff finds that the proposal meets the criterion for approval, subject to conditions of approval.

I. Structures and public facilities serving the development site are designed in accordance with adopted City codes and standards and provide adequate protection from crime and accident, as well as protection from hazardous conditions due to inadequate, substandard or ill-designed development.

In response to Criterion I, the applicant states that adequate lighting is provided in pedestrian and vehicular areas to provide protection from crime and accident. Additionally, the applicant states that the proposal meets vision clearance standards.

The Committee finds that review of the construction documents at the building and site development permit stages will ensure protection from hazardous conditions due to inadequate, substandard or ill-designed development. The proposal is compliant with on-site lighting, glazing, and setback standards, which also respond to Criterion I above.

Therefore, staff finds that the proposal meets the criterion for approval.

J. Grading and contouring of the development site is designed to accommodate the proposed use and to mitigate adverse effect(s) on neighboring properties, public right-of-way, surface drainage, water storage facilities, and the public storm drainage system.

The applicant states that grade changes are designed to accommodate the building pads and provide ADA compliant sidewalks and grades, while mitigating adverse effects on adjacent properties. The applicant proposes two LIDA rain garden detention facilities located in the front (southern) area of the site. The City Engineer has reviewed the proposed grading and Storm Report, and has identified recommended standard conditions of approval necessary to ensure the proposed site work will be in compliance with adopted Codes and standards and to ensure the proposal will not have an adverse impact to surrounding properties.

Therefore, staff finds that the proposal meets the criterion for approval, subject to conditions of approval.

K. Access and facilities for physically handicapped people are incorporated into the development site and building design, with particular attention to providing continuous, uninterrupted access routes.

The applicant will be required to meet all applicable accessibility standards of the Uniform Building Code, the Uniform Fire Code, and other standards as required by the American Disabilities Act (ADA). Conformance with the technical design standards for Code accessibility requirements are to be shown on the approved construction plans associated with Site Development and Building Permit approvals. The Committee finds that as proposed, the general site layout can meet accessibility requirements. Accessibility is thoroughly evaluated through the site development and building permitting reviews. As a condition of approval, the site shall be in conformance with ADA requirements. This requirement is in conformance with the Development Code.

Therefore, staff finds that the proposal meets the criterion for approval, subject to conditions of approval.

L. The application includes all required submittal materials as specified in Section 50.25.1 of the Development Code.

The application was submitted on November 20, 2012. The application was deemed complete on January 23, 2013. In the review of the materials during the application review, the Committee finds that all applicable application submittal requirements, identified in Section 50.25.1 are contained within this proposal.

Therefore, staff finds that the proposal meets the criterion for approval.

Code Conformance Analysis
Chapter 20 Use and Site Development Requirements
Community Service (CS) District

CODE STANDARD	CODE REQUIREMENT	PROJECT PROPOSAL	MEETS CODE?
Development Code Section 20.10.20 (Community Service)			
Use- Permitted	Office and Medical	Construction of three single-story office buildings, totaling 13,400 square-feet. Fee Ownership Subdivision to create six new lots of record and one tract.	Yes
Development Code Section 20.10.15 (Community Service)			
Minimum Lot Area	7,000 sq. ft.	Parent parcel 59,539 sq. ft.	Yes
Minimum Lot Dimensions Width Depth	70' 100'	Parent parcel 307' 194'	Yes
Minimum Yard Setbacks Front Side Rear	20' 10' Interior 20'	108' (south) 12' (east), 15' (west) 20' (north)	Yes
Maximum Building Height	60'	20'	Yes

Chapter 60 Special Requirements

CODE STANDARD	CODE REQUIREMENT	PROJECT PROPOSAL	MEETS CODE?
Development Code Section 60.05			
Design Review Principles, Standards, and Guidelines	Requirements for new development and redevelopment.	New office and medical buildings, associated landscape and parking changes.	Refer to DR findings
Development Code Section 60.10			
Floodplain Regulations	Requirements for properties located in floodplain, floodway, or floodway fringe.	The site is not located within a floodplain or floodway. Proposal meets City and CWS requirements.	N/A
Development Code Section 60.15			
Land Division Standards	Maximum slope differentials from abutting property grades	The applicant's narrative and grading plans illustrate that grade changes will be minimized within 25 ft of the property lines	Yes – with COA
Development Code Section 60.30			
Off-street motor vehicle parking	<div style="display: flex; justify-content: space-around;"> <div> <u>Office</u> Minimum: 36 Maximum: 46 </div> <div> <u>Medical</u> 52 66 </div> </div>	The applicant proposes a mix of medical and office use. 63 spaces are provided, which is within the allowed range given the proposed uses.	Yes
Required Bicycle Parking			
Short Term	6	6 (2 spaces at each entry)	Yes
Long Term	6	6 (2 spaces within each bldg.)	
Development Code Section 60.55			
Transportation Facilities	Regulations pertaining to the construction or reconstruction of transportation facilities.	Proposed facilities are in conformance. The TIA concludes that no further traffic mitigation is needed.	Yes – with COA
Development Code Section 60.60			
Trees & Vegetation	Regulations pertaining to the removal and preservation of trees.	Removal of invasive trees and Community Trees. No mitigation is required.	Yes
Development Code Section 60.65			
Utility Undergrounding	All existing overhead utilities and any new utility service lines within the project and along any existing frontage, except high voltage lines (>57kV) must be placed underground.	All utilities are required to be placed underground in accordance with standards identified in Section 60.65. Applicant's plan shows overhead utilities to remain.	Yes- with COA

DR2012-0114 & LD2012-0018 (Raleigh Hills Professional Center)

The Facilities Review Committee finds that the proposal complies with all the technical criteria. The Committee recommends that the decision-making authority in APPROVING the proposal, adopt the following conditions of approval:

[The Conditions of Approval recommended by the Facilities Review Committee have been incorporated into the Conditions of Approval found in Attachment D of this Staff Report.]

**ANALYSIS AND FINDINGS FOR
DESIGN REVIEW TWO APPROVAL
DR2012-0114**

Section 40.20.15.2.C Approval Criteria

In order to approve a Design Review Two application, the decision making authority shall make findings of fact based on evidence provided by the applicant demonstrating that all the following criteria are satisfied:

- 1. *The proposal satisfies the threshold requirements for a Design Review Two application.***

Facts and Findings:

The applicant's request to construct three new single-story office buildings, totaling 13,400 square-feet, satisfies the requirements of threshold #2 for a Design Review Two application:

Section 40.20.15.2.A Threshold

- 2. New construction of up to and including 30,000 gross square feet of non-residential floor area where the development abuts or is located within any Residential District.***

The subject site is zoned Community Service (CS), a commercial zone. The site abuts residentially zoned properties to the north and west.

Therefore, staff finds that the proposal meets the criterion for approval.

- 2. *All City application fees related to the application under consideration by the decision making authority have been submitted.***

Facts and Findings:

The applicant has paid the required application fee of \$1,811.00 for a Design Review Two application.

Therefore, staff finds that the proposal meets the criterion for approval.

- 3. *The proposal contains all applicable application submittal requirements as specified in Section 50.25.1 of the Development Code.***

Facts and Findings:

The applicant submitted the application on November 20, 2012. The application was deemed complete on January 23, 2013. In review of the materials received, the Facilities Review Committee found that all applicable application submittal requirements, identified in Section 50.25.1 are contained within this proposal.

Therefore, staff finds that the proposal meets the criterion for approval.

4. *The proposal is consistent with all applicable provisions of Sections 60.05.15 through 60.05.30 (Design Standards).*

Facts and Findings:

Staff cites the findings contained within the Design Review Standard analysis chart that identifies the applicable Design Standards for this proposal.

Therefore, staff finds that by satisfying the conditions of approval, the proposal meets the criterion for approval.

5. *For additions to or modifications of existing development, the proposal is consistent with all applicable provisions of Sections 60.05.15 through 60.05.30 (Design Standards) or can demonstrate that the additions or modifications are moving towards compliance of specific Design Standards if any of the following conditions exist:*

- a. *A physical obstacle such as topography or natural feature exists and prevents the full implementation of the applicable guideline; or*
- b. *The location of existing structural improvements prevent the full implementation of the applicable guideline; or*
- c. *The location of the existing structure to be modified is more than 300 feet from a public street.*

If the above conditions are found to exist and it is not feasible to locate a proposed addition in such a way that the addition abuts a street, then all applicable design standards except the following must be met:

- d. *If in a Multiple-Use District, building location entrances and orientation along streets, and parking lot limitations along streets (Standards 60.05.15.6 and 60.05.20.8)*
- e. *If in a Multiple-Use or Commercial District, ground floor elevation window requirements (Standard 60.05.15.8)*

Facts and Findings:

The subject site is currently undeveloped and the proposal does not modify existing development.

Therefore, staff finds that the approval criterion does not apply.

6. *Applications and documents related to the request, which will require further City approval, shall be submitted to the City in the proper sequence.*

Facts and Findings:

The applicant has submitted all documents related to this request for a Design Review Two application.

Therefore, staff finds that the proposal meets the criterion for approval.

Design Review Standards Analysis
Section 60.05.15 Building Design and Orientation

DESIGN STANDARD	PROJECT PROPOSAL	MEETS STANDARD
Building Articulation and Variety		
60.05.15.1.A Max length of attached residential buildings	Residential development is not proposed.	N/A
60.05.15.1.B Min 30% articulation	The proposed development is not visible within 200' of an adjacent public street.	N/A
60.05.15.1.C Max 40' between architectural features	Architectural features are not more than 40' apart.	YES
Roof Forms		
60.05.15.2.A Min roof pitch = 4:12	The proposed building has a flat roof. Therefore, this standard is not applicable.	N/A
60.05.15.2.B Min roof eave = 12"	The proposed building has a flat roof. Therefore, this standard is not applicable.	N/A
60.05.15.2.C Flat roofs need parapets	The proposed building has a flat roof. The parapet wall meets the minimum height of 12 inches.	YES
60.05.15.2.D New structures in existing development be similar	The site is currently vacant. Therefore, this standard is not applicable.	N/A
60.05.15.2.E 4:12 roof standard is N/A to smaller feature roofs	There are no smaller features present	N/A
Primary Building Entrances		
60.05.15.3 Weather protection for primary entrance	The primary entrance to each building is located on the south building elevation. Entrances feature a steel awning, 5 feet deep by 12 feet wide.	YES
Exterior Building Materials		
60.05.15.4.A Residential construction	The proposed construction is to a commercial building, not a residential building	N/A
60.05.15.4.B Maximum 30% of primary elevation to be made of unfinished concrete block	The proposed development is not visible within 200' of an adjacent public street.	N/A
60.05.15.4.C Non-residential foundations	Concrete will be used as a foundation wall with a maximum height of 3 feet.	YES
Roof-Mounted Equipment		
60.05.15.5.A through C Equipment screening	All roof-mounted equipment will be screened from adjacent public streets and properties by a parapet wall.	YES
Building Location and Orientation along Streets in MU and Com. Districts		
60.05.15.6.A Street frontage	The standard does not apply since the subject site does not have public street frontage.	N/A

DESIGN STANDARD	PROJECT PROPOSAL	MEETS STANDARD
60.05.15.6.C 20' max setback and landscaping	The standard does not apply since the subject site does not have public street frontage.	N/A
60.05.15.6.D Building Orientation on the Corner of Two MPRs	The standard does not apply since the subject site does not have public street frontage.	N/A
60.05.15.6.E Pedestrian Entrance or Connection Along MPR	The standard does not apply since the subject site does not have public street frontage.	N/A
60.05.15.6.F Secondary Entrances	The standard does not apply since the subject site does not have public street frontage.	N/A
Building Scale along Major Pedestrian Routes		
60.05.15.7.A Min building height 22' along MPR	The subject site is not located along a Major Pedestrian Route.	N/A
60.05.15.7.B Detached residential dwellings are exempt	The proposal does not include any detached residential dwellings.	N/A
Ground Floor Elevation on Commercial and Multiple Use Buildings		
60.05.15.8.A 35% of ground floor elevation to be glazing	The proposed development is not visible within 200' of an adjacent public street.	N/A
60.05.15.8.B 35% of ground floor elevation to provide weather protection	The proposed development is not visible within 200' of an adjacent public street.	N/A

Section 60.05.20 Circulation and Parking Design

DESIGN STANDARD	PROJECT PROPOSAL	MEETS STANDARD
Connections to the public street system		
60.05.20.1 Connect on-site circulation to existing and planned street system	The proposed development does not have street frontage. The proposal will utilize existing access easements located on parcels east and south of the development.	N/A
Loading Areas, solid waste facilities and similar improvements		
60.05.20.2.A Screen waste facilities from public view	The proposed trash enclosure is located south of the primary entrance to the site. The enclosure will be adequately screened from public view.	YES
60.05.20.2.B Screen loading docks from public view	No loading docks are proposed or required.	N/A
60.05.20.2.C Screen outdoor storage from public view	The proposed trash enclosure will be constructed of materials that match the proposed convenience store building.	YES
60.05.20.2.D Screening with chain-link	No chain link is proposed for screening purposes.	N/A

DESIGN STANDARD	PROJECT PROPOSAL	MEETS STANDARD
is prohibited		
60.05.20.2.E Waiver of loading dock screening	No loading docks are proposed or required.	N/A
Pedestrian Circulation		
60.05.20.3.A Link to adjacent facilities	The standard does not apply since the subject site does not have public street frontage.	N/A
60.05.20.3.B Direct walkway connection	Pedestrian circulation is provided to the existing sidewalk extending from Beaverton Hillsdale Highway along the development immediately south of the subject site.	YES
60.05.20.3.C Walkways every 300'	The standard does not apply since the subject site does not have public street frontage.	N/A
60.05.20.3.D Physical separation	Raised curb separates pedestrian walkway from parking spaces located south of the building.	YES
60.05.20.3.E Distinct paving	Pedestrian walkways are provided, connecting the building to the parking lot and existing sidewalk system. Walkways are a minimum of 5' wide and will be differentiated by distinct paving materials.	YES
60.05.20.3.F 5' minimum width	No pedestrian connection is less than 5' in width and is separated from the parking lot area by concrete curbs.	YES
60.05.20.3.G Scored concrete or modular paving materials	Pedestrian walkways will be made of scored concrete.	YES
60.05.20.3.H ADA Compliance	Proposed walkways are a minimum of 5' wide and shall be reviewed for ADA compliance at the time of building permit.	YES
Street Frontages and Parking Areas		
60.05.20.4. A. Required perimeter landscaping and screening for parking lots	The standard does not apply since the subject site does not have public street frontage.	N/A
Parking and Landscaping		
60.05.20.5.A.2 Parking area landscaping	The proposal does not include more than 10 contiguous parking spaces between parking area landscape planters.	YES
60.05.20.5.B Planter island standards	Landscape planters are a minimum of 6' wide and will be planted with a tree.	YES
60.05.20.5.C Raised sidewalk standards	The applicant does not count sidewalks or walkways toward the minimum landscape island requirement.	N/A
60.05.20.5.D Tree Species	Landscape planter tree species are included on the approved street tree list.	YES
Off-Street Parking Frontages in Multiple-Use Districts		

DESIGN STANDARD	PROJECT PROPOSAL	MEETS STANDARD
60.05.20.6 Off-street parking frontages	The subject site is not located in a Multiple Use zone.	N/A
Sidewalks Along Streets and Primary Building Elevations in Multiple-Use and Commercial Districts		
60.05.20.7.A Required sidewalk widths	No changes to existing sidewalk facilities are proposed or required.	N/A
60.05.20.7.B Sidewalk along building entrances	The internal walkway along the primary building entrances will be 10' wide and have an unobstructed path of at least 5'.	YES
Connect on-site buildings, parking, and other improvements with identifiable streets and drive aisles in Residential, Multiple-Use, and Commercial Districts		
60.05.20.8.A and B Drive aisles to be designed as public streets, if applicable	Parking lot drive isles do not meet the thresholds to be developed as private street.	N/A
Ground Floor uses in parking structures		
60.05.20.9	No parking structures are proposed.	N/A

Section 60.05.25 Landscape, Open Space, and Natural Areas Design Standards

DESIGN STANDARD	PROJECT PROPOSAL	MEETS STANDARD
Minimum Landscaping Requirements		
60.05.25.1-4 Residential Open Space	The proposal is not a residential development.	N/A
60.05.25.5.A.2 Minimum Landscape Area (15%)	33% of the site is landscaped, which exceeds the minimum of 15%.	YES
60.05.25.5.B.1-3 Minimum Landscape Area Plantings	A total of 12 trees and 23 shrubs are required for the area associated with this project. The proposal exceeds minimum landscape requirements. No gravel, rock, or bark are proposed.	YES
60.05.25.5.C.1 Plaza Requirements	Plazas are not required or proposed as part of this development.	N/A
60.05.25.5.D Foundation Landscaping	The standard does not apply since the development is not visible within 200' of an adjacent public street.	N/A
Standards for Common Greens and Shared Courts in Multiple-Use Zones		
60.05.25.6 Common Greens	The subject site is not located within a Multiple-Use zone.	N/A
60.05.25.7 Shared Courts	The subject site is not located within a Multiple-Use zone.	N/A
Retaining Walls		
60.05.25.8 Retaining Walls	The westernmost retaining wall is more than 50 lineal feet and will be treated with an architectural texture.	YES

DESIGN STANDARD	PROJECT PROPOSAL	MEETS STANDARD
Fences and Walls		
60.05.25.9 Fences and Walls	The proposed 6' fence along the site perimeter is made of wood.	YES
Minimize Significant Changes To Existing On-Site Surface Contours At Residential Property Lines		
60.05.25.10 Minimize grade changes	The site abuts a residentially zoned property to the north. No major grading changes are proposed in this area.	YES
Integrate water quality, quantity, or both facilities		
60.05.25.11 Location of facilities	The proposal includes two LIDA rain garden detention facilities on the southern portion of the site.	YES
Natural Areas		
60.05.25.12 No encroachment into buffer areas.	There are no natural areas associated with the site or adjacent to the development.	N/A
Landscape Buffering Requirements		
60.05.25.13 Landscape buffering between contrasting zoning districts	The properties to the north and west of the subject site are residentially zoned. A 20' B3 high screen landscape buffer is required. The applicant proposes a 20' wide buffer planting along the northern property line. Since landscape buffers cannot exceed minimum setbacks, the landscape buffer along the western property line (side yard) is 10' wide. However, the B3 buffer planting is shown within the space of the entire 10' setback.	YES

Section 60.05.30 Lighting Design Standards

DESIGN STANDARD	PROJECT PROPOSAL	MEETS STANDARD
Adequate on-site lighting and minimize glare on adjoining properties		
60.05.30.1.A Technical Lighting Standards	All new lighting will comply with the Technical Lighting Standards.	YES
60.05.30.1.B Vehicular Circulation Areas	Lighting is proposed in the vehicular as well as pedestrian circulation areas.	YES
60.05.30.1.C Pedestrian Lighting	No pedestrian plaza is proposed.	N/A
60.05.30.1.D Building Entrance Lighting	Building entrances will be lighted.	YES
60.05.30.1.E Canopy lighting recessed	All canopy lighting shall be recessed.	YES
Pedestrian-scale on-site lighting		
60.05.30.2.A Pole Mounted Luminaires	Pole mounted luminaires in on-site vehicle circulation areas are proposed at 30' in height.	YES
60.05.30.2.B Non-Pole Mounted Luminaires	Non-pole mounted luminaires shall comply with the Technical Lighting Standards.	YES
60.05.30.2.C Lighted Bollards	Lighted bollards are not proposed.	N/A

RECOMMENDATION

Based on the facts and findings presented, staff recommends **APPROVAL** of **DR2012-0114 (Raleigh Hills Professional Center)** subject to the conditions of approval identified in Attachment D.

**ANALYSIS AND FINDINGS FOR
LAND DIVISION APPROVAL
LD2012-0018**

Section 40.45.15.7.C Approval Criteria.

In order to approve a Property Line Adjustment application, the decision making authority shall make findings based on evidence provided by the applicant demonstrating that all the following criteria are satisfied.

- 1. The application satisfies the threshold requirements for a Preliminary Fee Ownership Subdivision. If the parent parcel is subject to a pending Legal Lot Determination under Section 40.47., further division of the parent parcel shall not proceed until all of the provisions of Section 40.47.15.1.C have been met.***

Facts and Findings:

The applicant requests approval of a Preliminary Fee Ownership Subdivision to create six lots of record and one tract. The following threshold applies to this proposal:

Section 40.45.15.7.A Threshold

- 1. The creation of four (4) or more new lots from at least one (1) lot of record in one (1) calendar year in a Commercial, Industrial or Multiple Use zone, where one or more of the proposed lots do not meet the setback, lot coverage, floor area ratio, and/or lot dimension standards or Chapter 20 (Land Uses), as applicable, and where modification to the same standard(s) is not requested through another type of application.*

The proposed lots do not meet the setback or lot dimension standards for the Community Service (CS) zone and the applicant does not request modification of these standards through another type of application. The parent parcel is not subject to a pending Legal Lot Determination.

Therefore, staff finds the proposal meets the criterion for approval.

- 2. All City application fees related to the application under consideration by the decision making authority have been submitted.***

Facts and Findings:

The applicant has paid the required application fee of \$4787.00 for a Preliminary Fee Ownership Subdivision application.

Therefore, staff finds the proposal meets the criterion for approval.

- 3. The parent parcel shall meet the minimum setback requirements for the applicable zoning district unless the setback is subject to an Adjustment, Variance, Flexible Setback, or Zero Side Yard Setback for a proposed Non-Residential Land Division application which shall be considered concurrently with the subject proposal.***

The parent parcel meets the minimum setback requirements for the CS zone. The proposal is not subject to an Adjustment, Variance or Flexible Setback.

Therefore, staff finds the proposal meets the criterion for approval.

- 4. *The proposed development does not conflict with any existing City approval, except the City may modify prior approvals through the Preliminary Fee Ownership Subdivision process to comply with current Code standards and requirements.***

The City approved a final partition plat (file # LD2012-0002) that will create a separate parcel for the development immediately south of the subject site. As a condition of approval, the applicant will be required to provide a copy of the recorded plat prior to site development permit issuance. In review of the applicant's proposal, staff finds that the development does not conflict with the existing City approval.

Therefore, staff finds that by satisfying the conditions of approval, the criterion is met.

- 5. *If phasing is requested by the applicant, the requested phasing plan meets all applicable City standards and provides for necessary public improvements for each phase as the project develops.***

The applicant does not request or require phasing for the project.

Therefore, staff finds that the approval criterion does not apply.

- 6. *The proposal does not create a lot which will have more than one (1) zoning designation.***

All of the proposed lots will have the Community Service zoning designation. The proposal does not create a lot with more than one zoning designation.

Therefore, staff finds the proposal meets the criterion for approval.

- 7. *Applications and documents related to the request requiring further City approval shall be submitted to the City in the proper sequence.***

The applicant has submitted all documents related to this request for a Preliminary Fee Ownership Subdivision. The proposed development will require City approval of a Final Subdivision Plat, as stated in the conditions of approval.

Therefore, staff finds that by satisfying the conditions of approval, the criterion is met.

RECOMMENDATION

Based on the facts and findings presented, staff recommends **APPROVAL** of LD2012-0018 (Raleigh Hills Professional Center), subject to the conditions of approval identified in Attachment D.

CONDITIONS OF APPROVAL

DR2012-0114 Design Review Two / LD2012-0018 Preliminary Fee Ownership Subdivision:

1. The conditions of this Fee Ownership Subdivision run with the land and shall continue to be valid upon a change of ownership of the site and any future Land Division application and approval unless otherwise specified in conditions attached to the permit. (Planning Div./CP)
2. In accordance with Section 50.90.1 of the Development Code, Design Review Two approval shall expire 2 years after the date of approval unless, prior to that time, a construction permit has been issued and substantial construction pursuant thereto has taken place, or an application for extension has been filed, pursuant to Section 50.93 of the Development Code.(Planning Div./CP)

A. Prior to issuance of the site development permit, the applicant shall:

3. Demonstrate that the final partition plat approved by land use file number LD2012-0002, affecting Washington County Tax Assessor's Map 1S1-13BB, Tax Lots 6700 & 6800, is recorded with Washington County. (Planning Div./CP)
4. Submit the required plans, application form, fee, and other items needed for a complete site development permit application per the applicable review checklist. (Site Development Div./JJD)
5. Contract with a professional engineer to design and monitor the construction for any work governed by Beaverton Municipal Code 9.05.020, as set forth in Ordinance 4417 (City Engineering Design Manual and Standard Drawings), Beaverton Development Code (Ordinance 2050, 4010 +rev.), the Clean Water Services District Design and Construction Standards (June 2007, Resolution and Ordinance 2007-020), and the City Standard Agreement to Construct and Retain Design Professionals in Oregon. (Site Development Div./JJD)
6. Submit a completed and executed City Standard Agreement to Construct Improvements and Retain Design Professional(s) Registered in Oregon. After the site development permit is issued, the City Engineer and the Planning Director must approve all revisions as set out in Ordinances 2050, 4010+rev., and 4417; however, any required land use action shall be final prior to City staff approval of the engineering plan revision and work commencing as revised. (Site Development Div./JJD)
7. Have the ownership of the subject property guarantee all public improvements, site grading, storm water management (quality and quantity) facilities, private streets, and common driveway paving by submittal of a City-approved security. The security approval by the City consists of a review by the City Attorney for form and the City Engineer for amount, equivalent to 100 percent or more of estimated construction costs. (Site Development Div./JJD)

8. Submit any required off-site easements, executed and ready for recording, to the City after approval by the City Engineer for legal description of the area encumbered and City Attorney as to form. (Site Development Div./JJD)
9. Submit to the City a copy of issued permits or other approvals needed from the Oregon Department of Transportation for work within and/or construction access to the Beaverton Hillsdale Highway. (Site Development Div./JJD)
10. Have obtained the Tualatin Valley Fire and Rescue District Fire Marshal's approval of the site development plans as part of the City's plan review process. (Site Development Div./JJD)
11. Submit a detailed water demand analysis (fire flow calculations) in accordance with the requirements of the Fire Code as adopted by the Tualatin Valley Fire and Rescue. (For more information, see http://www.tvfr.com/resources/new_construction.aspx) Additionally, submit an available fire flow analysis including an actual flow test of the existing water system and evaluation by a professional engineer meeting the standards as specified in the Engineering Design Manual Chapter 6, 610.L, using the anticipated maximum fire demand. The analysis shall provide the available water volume (GPM) at 20 psi residual pressure from the fire hydrant nearest to the proposed project. (Site Development Div./JJD)
12. Submit a copy of issued permits or other approvals needed from the West Slope Water District for public water system construction, backflow prevention facilities, and service extensions. (Site Development Div./JJD)
13. Have obtained approvals needed from the Clean Water Services District for storm system connections as a part of the City's plan review process. (Site Development Div./JJD)
14. Submit plans for erosion control per 1200-CN General Permit (DEQ/CWS/City Erosion Control Joint Permit) requirements to the City. The applicant shall use the 2006 plan format per requirements for sites between 1 and 4.99 acres adopted by DEQ and Clean Water Services. (For more information and to access the new format, see: <http://www.cleanwaterservices.org/PermitCenter/PermittingProcess/ErosionControl.aspx>) (Site Development Div./JJD)
15. Provide a detailed drainage analysis of the subject site and all tributary areas and prepare a report prepared by a professional engineer meeting the standards set by the City Engineer with the site development permit application. The analysis shall identify all contributing drainage areas and plumbing systems on and adjacent to the site. (Site Development Div./JJD)
16. Submit a final design for the grading surrounding, adjacent, and within the storm water management facilities designed by a civil engineer or structural engineer for the expected hydrological conditions of the pond. Some minor changes to the grading may be needed in order to provide an adequate containment of the surface water. This may require other minor modifications to the proposed storm water management facilities as reflected within the land-use application submittal. This land-use approval shall provide for such minor surface modifications (examples: revised grading or addition of small retaining walls, structure relocation, and interior grade changes less than four vertical

feet variance) in the proposed facility without additional land-use applications, as determined by the City Engineer and City Planning Director. (Site Development Div./JJD)

17. Submit an owner-executed, notarized, City/CWS standard private stormwater facilities maintenance agreement, with maintenance plan and all standard exhibits, ready for recording with Washington County Records. (Site Development Div./JJD)
18. Submit to the City a certified impervious surface determination of the proposed project by the applicant's engineer, architect, or surveyor. The certification shall include an analysis and calculations of all impervious surfaces as a total on the site. Specific types of impervious area totals, in square feet, shall be given for buildings, parking lots/driveways, sidewalk/pedestrian areas, and storage areas. Calculations shall also indicate the square footage of pre-existing impervious surface, the new impervious surface area created, and total final impervious surface area. (Site Development Div./JJD)
19. Pay a storm water system development charge (overall system conveyance) for any net new impervious area proposed for the entire project. (NOTE: The development is eligible for system development charge credits at the rate of one ESU per each single family home demolished, as administered by the City Building Official and City Utilities Engineer). Additionally, the project shall pay a storm water quality (summer treatment) in-lieu of fee for any area determined by the City Engineer not to practical to provide treatment. (Site Development Div./JJD)
20. Provide plans for the placement of underground utility lines along street frontages, within the site, and for services to the proposed new development. If existing utility poles must be moved to accommodate the proposed improvements, the affected lines must be either undergrounded or a fee in lieu of undergrounding paid per Section 60.65 of the Development Code. (Site Development Div./JJD)
21. Provide plans illustrating all pedestrian walkway crossings located at vehicular drive aisles be constructed of scored concrete. (Planning Div./CP)
22. Ensure all grading is consistent with the grading standards of Section 60.15.15 of the Development Code, which establishes maximum grade differentials from abutting properties. (Planning Div./CP)
23. Provide plans that illustrate the extent of landscaping to be accomplished under the Site Development permit. At minimum, the approved plan for site development shall include a sight obscuring fence along the north and west property lines, where abutting residential uses. A section detail of the fence shall be provided. The plan shall be consistent with the approved Landscape Plan "Exhibit A". (Planning Div./CP)
24. Provide plans showing tree protection fencing at the Tree Protection Zone, which shall be established at the edge of the root zone of any trees located on abutting properties. The fence shall be placed at the edge of each root zone which is located within the boundaries of the subject site, but shall not be required to be extended beyond the boundaries of the subject site. The fence shall be placed before construction starts and remain in place until construction is complete. The fence shall be a four (4) foot tall orange plastic or snow fence, secured to six (6) foot tall metal posts, driven two (2) feet

into the ground. Heavy gauge 12 wire shall be attached to the top and midpoint of each post. Posts shall not be placed further than ten (10) feet apart. (Planning Div./CP)

25. Identify on plans any area in which grading is proposed to occur within the root zones of the trees to remain. Notes on the plans shall state that unless otherwise approved by the Project Arborist, grading within the protected root zones shall only be accomplished through the use of hand equipment and excavation. (Planning Div./CP)

26. Submit plans that show:

- a. Fire apparatus access roads shall have an unobstructed width of not less than 20 feet (12 feet for up to two dwelling units and accessory buildings), and an unobstructed vertical clearance of not less than 13 feet 6 inches. Where fire apparatus roadways are less than 26 feet wide, "NO PARKING" signs shall be installed on both sides of the roadway and in turnarounds as needed. Where fire apparatus roadways are more than 28 feet wide but less than 32 feet wide, "NO PARKING" signs shall be installed on one side of the roadway and in turnarounds as needed. Where fire apparatus roadways are 32 feet wide or more, parking is not restricted. (OFC 503.2.) *The fire district does not endorse the design concept wherein twenty feet of unobstructed roadway width is not provided.* (TVF&R/JF)
- b. Where a fire hydrant is located on a fire apparatus access road, the minimum road width shall be 26 feet. (OFC D103.1) *Current drive aisle is only 24 feet. Revise drawings accordingly.* (TVF&R/JF)
- c. Where fire apparatus roadways are not of sufficient width to accommodate parked vehicles and 20 feet of unobstructed driving surface, "No Parking" signs shall be installed on one or both sides of the roadway and in turnarounds as needed. Roads 26 feet wide or less shall be posted on both sides as a fire lane. Roads more than 26 feet wide to 32 feet wide shall be posted on one side as a fire lane. Signs shall read "NO PARKING - FIRE LANE" and shall be installed with a clear space above grade level of 7 feet. Signs shall be 12 inches wide by 18 inches high and shall have red letters on a white reflective background. (OFC D103.6) (TVF&R/JF)
- d. Fire apparatus access roads shall be of an all-weather surface that is easily distinguishable from the surrounding area and is capable of supporting not less than 12,500 pounds point load (wheel load) and 60,000 pounds live load (gross vehicle weight). You may need to provide documentation from a registered engineer that the design will be capable of supporting such loading. (OFC D102.1) (TVF&R/JF)
- e. The inside turning radius and outside turning radius shall be not less than 28 feet and 48 feet respectively, measured from the same center point. (OFC 503.2.4 & 103.3) (TVF&R/JF)
- f. Where required, fire apparatus access roadway curbs shall be painted red and marked "NO PARKING FIRE LANE" at approved intervals. Lettering shall have a stroke of not less than one inch wide by six inches high. Lettering shall be white on red background. (OFC 503.3) *Painted curbs will be required.* (TVF&R/JF)

- g. The required fire flow for the building shall not exceed 3,000 gallons per minute (GPM) or the available GPM in the water delivery system at 20 psi, whichever is less as calculated using IFC, Appendix B. A worksheet for calculating the required fire flow is available from the Fire Marshal's Office. (OFC B105.3)
Please provide a current fire flow test of the nearest fire hydrant demonstrating available flow at 20 psi residual pressure as well as fire flow calculation worksheets. Please forward copies to both TVF&R as well as City of Beaverton Building Services. Fire flow calculation worksheets as well as instructions are available on our web site at www.tvfr.com. (TVF&R/JF)
- h. The angles of approach and departure for fire apparatus roads shall not exceed 8 Degrees. (OFC 503.2.8, NFPA 1901) (TVF&R/JF)

B. Prior to approval of the final plat, the applicant shall:

- 27. Submit a Final Subdivision Plat application. In accordance with Section 50.90 of the Development Code, submittal of a complete final plat application shall be made within 24 months after preliminary plat approval, unless a time extension is approved. (Planning Div./CP)
- 28. Have commenced construction of the site development improvements to provide minimum critical public services to each proposed lot (access graded, cored and rocked; wet utilities installed) as determined by the City Engineer and to allow for verification that the location and width of proposed rights of way and easements are adequate for the completed infrastructure, per adopted City standards. (Site Development Div./JJD)
- 29. Show granting of any required on-site easements on the partition plat, along with plat notes as approved by the City Engineer for area encumbered and County Surveyor as to form and nomenclature. This includes noting the private stormwater management facilities and the maintenance responsibility. The applicant's engineer or surveyor shall verify all pre-existing and proposed easements are of sufficient width to meet current City standards in relation to the physical location of existing site improvements. (Site Development Div./JJD)
- 30. Submit a draft final plat that is fully dimensioned and indicates the square footage of all lots and tracts. Plat notes shall indicate the ownership and maintenance responsibilities of all tracts. (Planning Div./CP)
- 31. Submit a draft document to be recorded with the plat that assigns maintenance responsibilities to each lot and common areas including landscaping, garbage and recycling service, private storm water facilities, pavement cleaning, landscaping and sight lighting. The draft shall be subject to City Attorney review and approval and shall contain a provision where the owners of all six lots are responsible for a pro-rata share of maintenance costs for all common areas. (Planning Div./CP)
- 32. Submit an executed Land Division Agreement by the owner(s) to provide assurance that all conditions of approval shall be met. (Planning Div./CP)

33. Provide written assurance to the Planning Director that each and every lot is buildable without additional variances, under City Ordinance effective as of the date of preliminary plat approval. (Planning Div./CP)
34. Pay all City liens, taxes, and assessments, or re-apportion it to individual lots. Any liens, taxes, or assessments levied by Washington County shall be paid to the County according to their procedures. (Planning Div./CP)
35. Submit a scaled, reduced paper copy of the draft final plat, at a size of 8.5 x 11 inches. (Planning Div./CP)
36. Shall obtain City Planning Director and City Engineer signature approvals by providing the City with a copy of documentation of this single parcel plat has been prepared in a format acceptable with Washington County Surveyor's and Land Record Office with City Signature Blocks. (Planning Div./CP)

C. Prior to building permit issuance, the applicant shall:

37. Submit a complete site development permit application and obtain the issuance of site development permit from the Site Development Division. (Site Development Div./JJD)
38. Make provisions for installation of all mandated erosion control measures to achieve City inspector approval at least 24 hours prior to call for foundation footing form inspection from the Building Division. (Site Development Div./JJD)
39. Ensure the sight obscuring fence is installed along the north and west property lines, where abutting residential uses. The fence shall be consistent with the approved Landscape Plan "Exhibit A". (Planning Div./CP)
40. The proposed project shall comply with the State of Oregon Building Code in effect as of date of application for the building permit. This currently includes the following: The 2009 edition of the International Building Code as published by the International Code Conference and amended by the State of Oregon (OSSC); The 2009 edition of the International Residential Code as published by the International Code Conference and amended by the State of Oregon (ORSC); 2009 International Mechanical Code as published by the International Code Council and amended by the State of Oregon (OMSC); the 2009 edition of the Uniform Plumbing Code as published by the International Association of Plumbing and Mechanical Officials and amended by the State of Oregon (OPSC); the 2011 edition of the National Electrical Code as published by the National Fire Protection Association and amended by the State of Oregon; and the 2009 International Fire Code as published by the International Code Council and amended by Tualatin Valley Fire and Rescue (IFC). (Building Div./BR)
41. Applications for plan review must include the information outlined in the Tri-County Commercial Application Checklist. This form is available at the Building Division counter or may be printed from the Forms/Fee Center at www.beavertonoregon.gov. Incomplete applications will not be accepted. (City policy) (Building Div./BR)
42. The City offers phased permits, for foundation/slabs, structural frame, shell and interior build-out (TI). An applicant desiring to phase any portion of the project must complete the Tri-County Commercial Phased Project Matrix or each phased portion. This form is

available at the Building Division counter or may be printed from the Forms/Fee Center at www.beavertonoregon.gov Note: Except private site utilities (potable water, sanitary and storm sewer lines), Excavation and Shoring, Site Utilities and Grading are not permits issued by the Building Division and therefore are not part of the City's phased permit process. (Building Div./BR)

43. Plan submittals may be deferred as outlined in the Tri-County Deferred Submittals list. Each deferred submittal shall be identified on the building plans. This list is available at the Building Division counter or may be printed from the Forms/Fee Center at www.beavertonoregon.gov. Permit applicants are responsible for ensuring that deferred plan review items listed on the plans are submitted for approval well in advance of the need to begin work on that portion of the project (anticipate a minimum of three weeks plan review turnaround time for tenant improvement and six weeks plan review turnaround for new construction projects). No work on any of the deferred items shall begin prior to the plans being submitted, reviewed and approved. (Building Div./BR)
44. Unless they are identified as a deferred submittal on the plans, building permits will not be issued until all related plans and permits have been reviewed, approved, and issued (i.e., mechanical, plumbing, electrical, fire sprinkler systems, fire alarm systems, etc. (City policy) (Building Div./BR)
45. Projects involving new buildings and additions are subject to System Development fees. A list of the applicable fees is available at the Building Division counter or may be printed from the Forms/Fee Center at www.beavertonoregon.gov. (Building Div./BR)
46. Applications/plans for building permit/plan review can be submitted at any time during the entitlement process; however, permits cannot be issued until applicable approvals (Planning, Site Development, etc...) have been received. (Building Div./BR)
47. A separate plumbing permit is required for installation of private on-site utilities (i.e., sanitary sewer, storm sewer, water service, catch basins, etc. If the applicant desires to install those types of private utilities during the same period as the "Site Development" work, a separate plumbing application must be submitted to the Building Services Division for approval. (Building Div./BR)
48. The proposed building(s) shall be accessible to persons with disabilities. (Chapter 11, OSSC) (Building Div./BR)
49. An accessible route shall be provided to persons with disabilities throughout the site. (Section 1103, OSSC) (Building Div./BR)
50. An accessible route shall be provided to persons with disabilities from the building to a public way. (Section 1103, OSSC) (Building Div./BR)

D. Prior to final inspection of any building permit, the applicant shall:

51. Ensure all site improvements, including grading and landscaping are completed in accordance with plans marked "Exhibit A", except as modified by the decision making authority in conditions of approval. (On file at City Hall). (Planning Div./CP)

52. Ensure all construction is completed in accordance with the Materials and Finishes form marked "Exhibit B". (On file at City Hall). (Planning Div./CP)
53. Ensure construction of all buildings, walls, fences and other structures are completed in accordance with the elevations and plans marked "Exhibit C", except as modified by the decision making authority in conditions of approval. (On file at City Hall). (Planning Div./CP)
54. Ensure all landscape areas are served by an underground landscape irrigation system. For approved xeriscape (drought-tolerant) landscape designs and for the installation of native or riparian plantings, underground irrigation is not required provided that temporary above-ground irrigation is provided for the establishment period. (Planning Div./CP)
55. Ensure that the planting of all approved trees, except for street trees or vegetation approved in the public right-of-way, has occurred. Trees shall have a minimum caliper of 1-1/2 inches. Trees planted within the landscape buffer shall have a minimum height of 6 feet at the time of planting. Deciduous trees may be supplied bare root provided the roots are protected against damage. Each tree is to be adequately staked. (Planning Div./CP)
56. Ensure all exterior lighting fixtures are installed and operational. Illumination from light fixtures, except for street lights, shall be limited to no greater than 0.5 foot-candle at the property line as measured in the vertical and horizontal plane. Public view of exterior light sources such as lamps and bulbs, is not permitted from streets and abutting properties at the property line. (Planning Div./CP)

E. Prior to occupancy permit issuance, the applicant shall:

57. Provide the City with a copy of the recorded plat from Washington County records. (Planning Div./CP)
58. Have substantially completed the site development improvements as determined by the City Engineer. (Site Development Div./JJD)
59. Have all remaining landscaping completely installed or provide for erosion control measures around any disturbed or exposed areas per Clean Water Services standards. (Site Development Div./JJD)
60. Have placed underground all existing overhead utilities and any new utility service lines within the project as determined at permit issuance. (Site Development Div./JJD)
61. Install or replace, to City specifications, all sidewalks which are missing, damaged, deteriorated, or removed by construction. (Site Development Div./JJD)
62. Have obtained a Source Control Sewage Permit from the Clean Water Services District (CWS) and submitted a copy to the City Building Official if a Source Control Sewage permit is required, as determined by CWS. (Site Development Div./JJD)

F. Prior to release of performance security, the applicant shall:

63. Have completed the site development improvements as determined by the City Engineer and met all outstanding conditions of approval as determined by the City Engineer and Planning Director. Additionally, the applicant and professional(s) of record shall have met all obligations under the City Standard Agreement to Construct Improvements and Retain Design Professional Registered in Oregon, as determined by the City Engineer. (Site Development Div./JJD)
64. Submit any required on-site easements not already dedicated on the plat, executed and ready for recording, to the City after approval by the City Engineer for area encumbered and City Attorney as to form. The applicant's engineer or surveyor shall verify all pre-existing and proposed easements are of sufficient width to meet City standards. (Site Development Div./JJD)
65. Provide an additional performance security for 100 percent of the cost of plants, planting materials, and any maintenance labor (including irrigation) necessary to achieve establishment/replacement of the vegetation and restoration of full function within the private surface water management facility area, as determined by the City Public Works Director. If the plants are not well established or the facility not properly functioning (as determined by the City Public Works Director) within a period of two years from the date of substantial completion, a plan shall be submitted by the engineer of record or landscape architect that documents any needed remediation. The remediation plan shall be completely implemented and deemed satisfactory by the City Public Works Director prior to release of the security. (Site Development Div./JJD)